

**Canadian Water Resources Association
Student and Young Professionals**

Chapter Handbook

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1. Introduction

The Canadian Water Resources Association (CWRA) Student and Young Professionals (SYP) Chapters are a diverse and active bunch. We have chapters located across the country and are made up of students and young professionals from a wide range of academic disciplines, including but not limited to Engineering, Science, Geography and Political Science, and welcome any and all students interested in water resources issues.

This handbook was created to guide the activities of SYP chapters, and is a source of information for those interested in starting a chapter in their area. It strives to answer some of the common questions around the development of local chapters, to the functioning of the SYP National Committee. More specifically, we hope this manual effectively does the following:

- 1) Provides SYP chapter organizers with information to help them get started;
- 2) Provides a template governance structure for new and existing SYP chapters;
- 3) Outlines the governance structure of the SYP National Committee and relationship to other bodies within the CWRA;
- 4) Acts as a repository for the institutional knowledge gained to date by the SYP committee; and
- 5) Assists all SYP chapter members in skills development.
- 6) Describes the Mentorship Program and discusses how chapters and members can be involved

This Manual is intended as a living document, and will be revised and added to as SYP members learn from their experiences. If an SYP member believes they have information that should be included in the Chapter Manual, they should contact the Chair of the SYP, who will then ensure that this information is included in the manual. SYP chapter members are also encouraged to contact others' involved in the CWRA SYP initiative or communicate with members of the respective provincial branches to share their experiences.

2. The History

The CWRA has been around since 1947, and developed out of irrigation interests in Western Canada. Since then, the CWRA has grown into a national organization with a strong focus on regional interests through provincial branches. These branches organize events in their own communities and provide representatives to the national body of the

organization. To gain a better understanding of the CWRA story, the book “Reflections on Water – Canadian Water Resources Association: 1947 – 1997” by Bruce Mitchell and Rob de Loë provides an excellent overview and history of the organization.

The SYP side of the organization was initiated at the University of Waterloo in 2001. It all began with Todd Neff, from the Ontario Branch, who worked with students in Waterloo to bring about a seminar series and networking evening. Over the course of two semesters, a number of seminars were given by board members of the CWRA Ontario Branch. A small group of students at that time decided to start a chapter to help the organization meet its objectives (these are detailed in the next section). In 2003, Bruce Davison, one of the founding members of the Waterloo chapter, moved to Saskatoon and started a chapter in that city. Since 2003 chapters have been started across the country.

By 2004 the SYP chapters had become a permanent part of the CWRA and were formally recognized with the addition of an SYP chair to the CWRA organizational structure and three positions on the National CWRA Board of Directors. Since then the SYP has grown to include several committees which are discussed later on.

Up to this point, the development of new chapters had occurred in somewhat of an ad-hoc manner. This involved many one-on-one phone calls and emails, as members of established chapters helped members of newer chapters avoid roadblocks experienced by other chapter organizers, and share strategies with demonstrated successes. The SYP subsequently embarked on an initiative to create guidance materials to sustain further development of the SYP, and this manual represents the result of their efforts. This Manual is not meant to replace to the highly valuable and rewarding nature of collaboration, but rather is meant to support and streamline chapter development and inform new members about the “big picture” of the SYP within the CWRA.

3. The Student and Young Professionals Chapters

Vision

It is our vision that students and young professionals in the water resources field are granted opportunities to network with professionals and aspiring professionals, develop practical and professional skills and have a chance to contribute back to the field.

We do this within the framework of the four CWRA objectives:

- To stimulate awareness and understanding of Canada's water resources
- To encourage recognition of the high priority and value of water;
- To provide a forum for the exchange of information and opinion relating to the management of Canada's water;
- To participate with appropriate agencies in international water management activities

Mission

The mission elaborates on how the SYP can go about meeting the vision:

- A. Our focus on meeting CWRA objectives is “Sound planning, sound actions.” We recognize the importance of having an effective administration, but the key is to allow the majority of our participants the freedom to focus on projects and events that meet the vision in their own way.
- B. Build strong relationships between the SYP and professional branches and the national board to fully capitalize on the value that students and young professionals can deliver to the CWRA, and to gain both practical and professional experience through working with established professional members.
- C. Encourage the participation of students and young professionals from diverse disciplines and backgrounds to enrich the exchange of ideas and information relating to the management of Canada’s water.
- D. Develop the skills of SYP members so that they can grow into the future leaders within the realm of water management in Canada and abroad.

Values

- A. **Teamwork and Collaboration** –We believe our organization is strongest when we work together and that its future will be shaped through collaboration, both face-to-face, and through the use of technology as a tool to span the great distances in this country.
- B. **Mutual Trust** – Having confidence enough to rely on others, and empowering all participants through sharing of organizational responsibilities;
- C. **Respect for Others** – We are committed to treating each member within the organization and the larger community with respect, understanding and appreciation and giving all members equal consideration for their ideas and concerns by being open to new people and novel ideas
- D. **Diversity** – We recognize and appreciate the uniqueness of each individual. We value the contribution made and the synergy created by different experiences and perspectives.

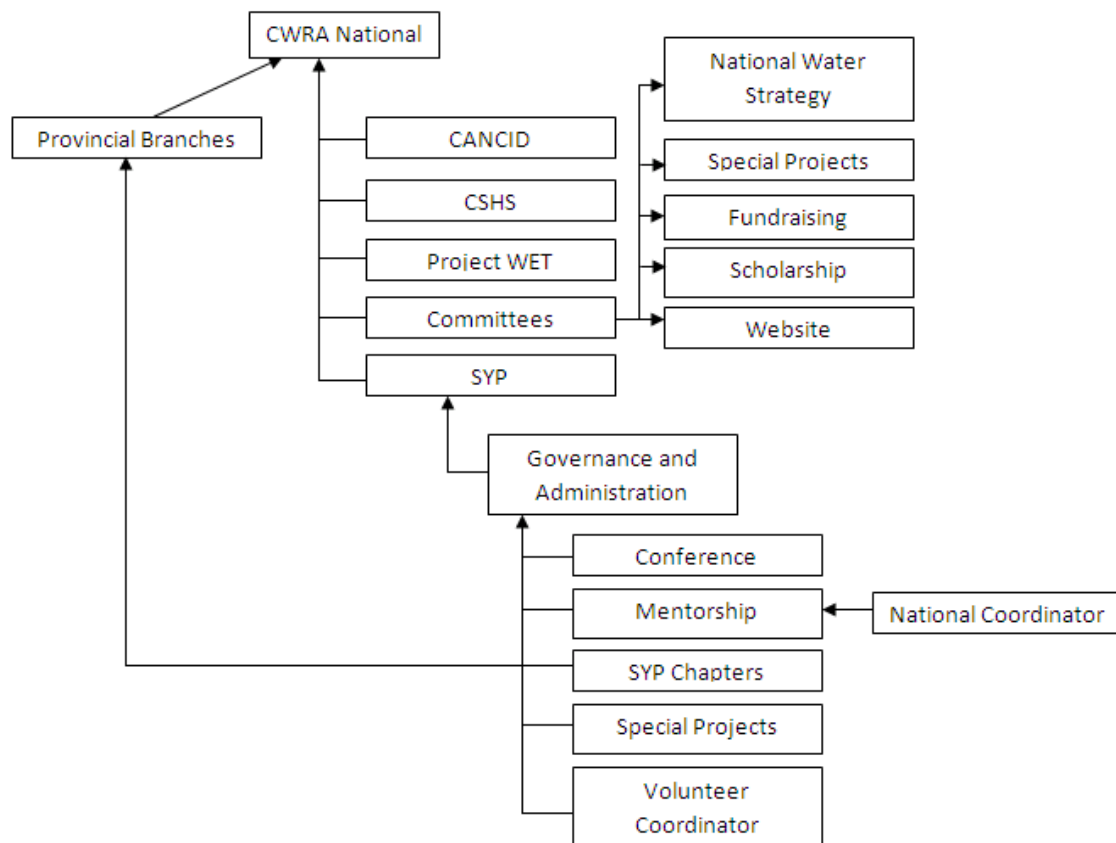
4. The Structure of the SYP

The key position in the SYP, is the SYP Chair. The chair oversees the SYP Governance and Administration Committee (G&A). The G&A Committee is the umbrella under which the rest of the SYP operates. The G&A committee also includes representatives

from each of the chapters, the committees and any SYP members that are interested in being involved at the National level.

The SYP Chair also attends National Executive calls as a guest, communicates SYP news and business to the Executive, and reports back the G&A committee. From the G&A committee three members (including the chair) sit on the National CWRA Board of Directors.

The real action however, happens within the local chapters which are strongly linked to the CWRA Branches. Each chapter organizes its own activities to meet the objectives of the CWRA in their local communities. The following diagram illustrates the structure of the SYP Committee within the framework of the entire CWRA structure.



Annual Conference

The Conference committee of the CWRA-SYP aims to encourage student and young professional activities, participation and networking, as well as assisting in coordinating student volunteers at the annual CWRA conference.

This is a unique committee as the leadership, facilitation and membership changes each year based on where the annual CWRA conference will be held in that year. The SYP Conference committee works closely with the hosting provincial Branch organizing committee to ensure that there is SYP activities and visibility at the conference. Ideally,

the conference leader and part of the committee team is based in the hosting province or city so that close communication can occur between this committee and the main organizing committee.

To date, accomplishments of the Conference committee include hosting an annual (since 2004) “Careers in Water” session/breakfast that features water professionals speaking about their experiences of transition from students to professional, as well as an SYP evening event at the conference. The Conference committee has also been successful in attaining floor space for a SYP booth geared towards informing students and young professionals about SYP activities, Chapters and committees. The SYP booth, in the past, has created a great place to meet fellow SYPs, becomes a central place to meet friends during the conference, and a chance to visit face-to-face with people that serve on committee’s or teams together.

Mentorship

The purpose of the CWRA SYP mentoring program is to promote the management of Canada’s water resources by strengthening the professional capacity of students and young professionals through meaningful mentorship opportunities and/or relationships. While mutually benefiting students, young professionals, and CWRA professionals, this program fosters a larger professional water community. The mentorship program was conceived during the 2005 CWRA Annual Conference, and subsequently the mission and structure of the mentorship program were established over the year that followed with SYP, National Executive and Provincial Branches. A Mentorship Committee was established, and the Mentorship Program was launched at the 2006 CWRA Annual Conference. The Mentorship Committee oversees the Mentorship Program

Mentorship Program Coordinator

The mentorship coordinator is a key member of the mentorship committee and manages the mentorship program. The coordinator accepts applications from potential mentors and mentees and makes matches.

Special Projects

The Special Projects committee of the CWRA-SYP aims to encourage interested participants to develop, review, discuss, and take action on meaningful water related issues in their communities, or more broadly within Canada and within the CWRA.

When individuals or groups come up with particular projects or topics of interest, the Special Projects committee evaluates the project to ensure that the project is consistent with the mandate of the CWRA. The Special Projects committee will also assess the feasibility of implementing a given project, work towards better defining the Project objective, inform other individuals of the project in order to increase involvement, and assist in developing a schedule or series of milestones to ensure that the Project is kept on track from start to finish.

To date, accomplishments of the Special Projects committee include forming an interdisciplinary group of Students and Young Professionals to submit a detailed

response to the Canadian Senate Standing Committee's (Energy, Environment and Natural Resources) Guidance Document titled 'Water in the West: Under Pressure'.

The Special Projects committee has also provided support to the CWRA Student-Young Professional Fundraising initiatives in the years 2005 and 2006 involving the creation and marketing of wall calendars featuring unique and artistic photographs depicting water resources management.

Other ongoing initiatives include promoting an evaluation of environmentally sustainable practices within the Canadian Water Resources Association as a whole, and within the SYP group.

Volunteer Coordinator

The volunteer coordinator sits on the G&A sub-committee, and communicates with volunteers at the national, committee and chapter level. The coordinator is the person designated to field conversations, emails and chats with the SYP volunteer network. They gauge energy levels, discuss whether folks are satisfied with their current roles and duties, connect people with similar interests, get people in touch with appropriate committee leaders if they are interested in getting involved with a committee or project, and ensuring chapter and committee leaders are notified when new/special projects arise.

5. Chapters

Chapters are comprised of students and young professionals who organize events for their members. Chapters are self-sustaining, and self-actualizing bodies, and are supported by the SYP. The purpose of the chapters is to engage students and young professionals in discussions and activities related to water resources in Canada. Several cities and universities in Canada have a SYP chapter.

Starting a New Chapter

If you are a student or young professional in a city that does not yet have a SYP Chapter, then this is your chance to start your own chapter! SYP chapters can get started in a number of ways. They can be started by a single person, a nucleus of interested persons, or, a professional branch.

Here are some guidelines to starting up your own chapter:

- Contact the SYP chair and let them know of your interest in starting a program.
- Contact a CWRA provincial branch representative and let them know of your interest in starting a program
- Review this handbook to become familiar with the organization, it's goals and it's programs;
- Apply for club status at your university;
 - This often provides clubs with access to funding for events and sometimes even office space

- Recruit volunteers from departments that include a water focus;
 - It's important to encourage cross-departmental interaction; after all there are many different disciplines that work on water issues!
 - Notify University or college faculty and staff, as well as students; While faculty and staff may not want to be part of the ongoing organization, they may wish to provide helpful advice, some faculty members may also be CWRA members!
- Hold an introductory meeting
 - This will kick start your chapter, and set up the roles for a chapter executive
 - These meetings can be used to gather or expand the core group of people interested in starting a chapter
 - Include a brainstorming session to generate ideas that can form the foundation of the first annual plan
 - Here you can adopt a governance structure, and plan a networking event.
- Form an executive council including individuals who wish to most actively engage in the chapter administration to oversee the activities of the chapter.
 - A good first step is to plan for the coming year. Decide on which activities you'd like to organize and responsibilities for your members
- Set up an email account and chapter webpage.
 - Contact the SYP, and provide information about your chapter and it's contact information that can be provided on the SYP website
- Set up a bank account and appoint a treasurer.
 - This will be used to manage finances for events

Recruiting Members

Below are a few ideas that can be useful when seeking out new chapter recruits:

- Put up a display at your university's club day and be present for questions
- Add a call for members to departmental listserves
- Put up promotional material around campus with contact information
- Make announcements to classes at the beginning of the year
- Contact local businesses and organizations with young professionals and promote the chapter
- Ask to contact alumni from relevant departments at the university
- Promote your chapter to similar organizations/events (Canadian Water Network, Engineers without Borders, Watercan, Greendrinks etc). You may wish to collaborate with groups that have a shared mandate as per the CWRA in order to broaden the focus of an event or support a mutual initiative.

Structuring your Chapter

The structure of each chapter will vary based on the number of members and the amount of time each member is willing to commit. Below are a list of roles and their responsibilities. In the case that the chapter executive is quite small, some of these roles can be combined or vice versa if the chapter is quite large and runs numerous events.

Chapters are to ensure that all members are to be given equal opportunity to provide direction towards the chapter, with consideration to individual initiatives and level of involvement with the chapter (frequent or occasional).

Coordinator

- Official chapter representative
- Presides over meetings
- Serves as project manager, delegating responsibilities, follows up on tasks to ensure completion
- Oversees end of year planning meeting to elect a new executive for following year
- It is most effective to have an individual who is actively linked to other SYP groups (G&A committee or S&O committee, or Provincial Branch liaison) in this role.

Treasurer

- Has financial signing authority
- Keeps records of chapters finances
- Works with president and event coordinator to develop and approve budgets for each event

Event Coordinator

- Spearheads event coordination
- Acts as point of contact during events
- Keeps records of spending and provides details to treasurer

Communications Coordinator

- Acts as point of contact for the chapter by managing the chapters email and webpage
- Responsible for promoting events
- Develops promotional materials for chapter for use at events and outreach activities

Facilitator

- Establishes meeting dates and times on a regular basis
- Coordinates and communicates meeting agendas
- Records meeting minutes and distributes minutes to all attendees and additional chapter members as necessary

Tips for Your First Meeting

Below are a few ideas for how you can conduct your first meeting:

- Begin with an overview of CWRA and the SYP
- Detail the purpose and activities of the SYP
- Discuss forming the executive

- Discuss possible events and activities for the coming year

Chapter Support

The SYP G&A, and to some extent the CWRA executive are available to support the events and activities of local chapters. If you need input on activities or events to run, speakers for your events or ideas on fundraising, the Executive is here to help. The SYP may also be able to provide informational materials for your events.

Since part of the goal of SYP is to improve linkages between students and young professionals, we also encourage you to contact other chapters to hear about how they do things, or even to collaborate on an event. The information below details the key relationships your chapter should have with other sections of the CWRA, and external organizations.

Key Relationships

CWRA Provincial Branch

Most provinces have a CWRA professional branch. The SYP chapter should ensure that it builds a strong relationship with this branch. This relationship forms an important connection between the SYP chapter and a professional water community and it makes the SYP chapter distinct from the typical student organization. Recognition of the SYP chapter as an extension of the CWRA implies that the chapter should be in regular communication with the CWRA national leadership (who communicates with the CWRA National Executive), and with the provincial branch. It is advised that each provincial branch have at least one SYP representative who is actively involved with the branch and act as a liaison between the provincial branch and the SYP. In each province, provincial branches are to establish particular goals and objectives for promoting and sustaining SYP activities. Benefits from this relationship include funding, networking opportunities, access to conferences and seminars, and a wealth of knowledge and experience.

Student and Young Professionals G&A

The student and young professionals' G&A Committee will also be an invaluable resource to SYP chapters. The Committee is mandated to assist and encourage the development of SYP chapters and it provides a forum for chapters to share their experience and learn from each other.

Partnerships with Other Organizations

There may be organizations that share a common interest with the SYP chapter in certain projects or activities. A partnership with another organization can increase the resources available to undertake specific initiatives and also broaden the exposure of the CWRA. However, SYP chapters should ensure that they maintain their objectivity and ensure that any collaborative engagements maintain respect to the CWRA mandate and additional considerations as noted in this manual.

What does the SYP Gain from Your Involvement?

By becoming involved in your local SYP chapter, it allows the CWRA to engage students and young professionals on important water issues. It also increases the organization's profile and contributes to a comprehensive network of water professionals over the long term.

Sustaining the SYP Chapters

When a chapter is full of enthusiasm and has held several successful events, it can be quite sad to see the chapter go into hibernation when the executive graduate. So once a chapter has been started it is important to ensure that it continues for years to come!

Since SYP chapters are usually led by students, it is a good idea to have an executive planning meeting at the end of winter term to identify who will fill the roles for the coming year. This is also a good time to develop the annual plan. The annual plan should be designed to meet the vision and mission of the SYP Committee and should outline a number of projects or activities that the chapter hopes to work on or complete during the coming year. The annual plan should include at least one social event during the year to build spirit and to help recruit new members. This way the chapter executive is ready to go for the fall and can organize the coming events over the summer. This ensures a smooth transition between executives and a strong and sustainable chapter to represent CWRA and engage students and young professionals on water issues.

One important reminder is to leave one or two positions open for incoming students. It is a great way to get them involved when they start a program, without overwhelming them with all the responsibility. It also helps that members are versed in the operations of the chapter when it comes time to pass the torch.

Finally, regular meetings are essential. They should be well run but not too formal and each meeting should be directed towards planning or reflecting on a project or activity and not just addressing necessary administrative matters.

6. Events

“Make a Difference, Network and Develop Skills”

Events and projects should not be biased towards any particular interest or agenda. The CWRA is not an activist organization and the SYP chapters should respect the need for neutrality. This does not mean that controversial issues cannot be considered but it does mean that all sides should be effectively represented so that no bias is apparent. Branch approval is necessary for any events or projects that raise possible questions over objectivity.

Insurance – Some events and projects will raise insurance issues. Events that have some accident risk associated with them, such as kayaking or hiking, might require insurance

coverage. Serving alcohol at events may also present a need for insurance. Whenever there is any question over the need for insurance, the chapter should consult the SYP G&A and acquire approval.

To be successful, events and projects should be thoroughly planned, which means explicitly considering such things as:

- event location
- project costs and funding sources
- professionals who will be asked to participate or assist with the event
- target participants
- event promotion and marketing

It is important that enough lead time is allowed to appropriately plan and give time to addressing all the considerations involved with the specific event or project. The following are some suggestions for SYP events

- **Chapter Launch**
 - A special event to launch the chapter, gives new members a chance to socialize and get familiar with each other which helps to build a strong chapter
- **Guest Lectures**
 - Invite prominent professors/researchers/professionals to speak to your chapter
- **Seminar Series**
 - A few seminars aimed at increasing awareness about a particular issue.
- **Careers Workshop**
 - An event bringing in professionals to talk about their career experiences and pass on career-related advice to students and young professionals.
- **Careers Fair**
 - Connecting students and young professionals with potential employers and other professionals interested in talking with students.
- **Networking Event**
 - A chance for students, young professionals, and established professionals to meet and interact
 - The purpose of the networking event is to educate students and young professionals about the activities of the CWRA and to encourage students and young professionals to become involved in an SYP chapter.
- **Water Awareness Campaigns**
 - There are a number of water topics that can inspire the public to be involved. Take the opportunity to share your knowledge, as well as take in knowledge, and promote the chapter at the same time!
 - Encouraging campuses to install water saving devices (such as low flow toilets/shower heads) and promoting water conservation to students and faculty members
- **Newspaper Articles/Journal Articles**

- A great way for people to come together is to research and work on a paper or newspaper articles
- Choose a topic that interests you and work together. This is not only great experience, but it provides a wonderful addition to your CV/Resume
- **Frosh Week Activities**
 - Set up activities for departments that have a water theme in their program
- **Movie Night**
 - Watching a water-related movie at someone's home or the theatre.
- **Service Projects**
 - Projects which directly involve participants in caring for water resources and / or improving a local environment. This may include litter clean-ups, tree plantings, collection of scientific information in-field, etc. For greater outreach or to boost participation, chapters may like to partner up with other organizations, or support larger initiatives (i.e. City-run event)
- **Hiking, Canoe Trip, or Outing Centered Around Water**
 - Visit a local water recreation area. May requires special consideration for insurance.
- **Fundraiser**
 - An event to help raise money for chapter activities or chapter member travel.
- **Educational Field Trip**
 - Organize and lead a field trip to a local area to explore a water resources topic / field of interest in a hands-on manner.
- **Conference/Workshop Assistance**
 - Attend, or organize a trip to a conference or workshop related to water resources management
 - Providing volunteer assistance at conferences in return for free attendance at conference sessions. Promoting conferences on water-related issues to increase student and young professional participation.

Promoting Your Events

Where to market your event

Getting the word out is critical to the success of your events. Typically you are trying to reach the following three groups:

University and College Faculties

Events and projects should generally be promoted as widely as possible in order to obtain diverse participation. One place to start is with faculties who have students interested in water-related issues. These might include the following schools or faculties: Resource Management; Engineering; Geography; Planning; Earth Sciences; Biology; Chemistry; Law; Public Health; Forestry.

Student Groups and Other Organizations

There may also be campus student groups worth contacting to pass on information regarding an event or project. Off-campus organizations should also be considered (this will also help attract young professionals). Such organizations might include: the relevant CWRA Branch; Young Environmental Professionals; Engineers Without Borders.

The General Public

Some events or projects might be suitable for the general public. However, the chapter should check with the branch that public attendance is appropriate before promoting the event or project to the general public.

Tools to Market your Event

- **Word of mouth**
 - If each one of the core group members tells their friends about an event or project, word can spread a surprisingly long way.
- **On-campus newspaper notice**
 - Most universities or campuses have at least one free newspaper. Water-related newsletters (some branches have one) may also be a good place to make an announcement.
- **Campus radio advertisement**
 - Almost all university and college campuses have a radio station. Placing a public service announcement should provide you a way to advertise your event for free. You may even want to check out your local community radio or tv station to see if they will do the same.
- **Flyers posted around campus**
 - Postering at a university needs to be quite strategic, given the number of posters put up and the regularity with which they are removed. A good poster should be eye catching, which means it might be useful to print in colour or on a large paper size (even if it is more costly). In order to save trees, posters should be put up in strategic locations, where they are most likely to catch the attention of potentially interested students.
 - Approval from appropriate organizations (Campus administration or student society, restaurant / bar, etc..) must be obtained prior to posting, in order that the poster contents and location of posting be sanctioned.
- **Announcements in classes**
 - If core group and project members have time, announcements in specific water-related classes may be a valuable way of getting the word out.
- **Departmental listserves**
 - Most faculties (particularly at the graduate level) will have email listserves, which they use to send notices and announcements to their students. This is one of the most effective ways of informing potentially interested students.
- **Notice on chapter website**
 - Work with the CWRA website administrator to update your chapter's website to add information about the event.

7. The National Mentorship Program

Introduction

The CWRA SYP mentoring program seeks to promote the management of Canada's water resources by strengthening the professional capacity of students and young professionals through meaningful mentorship opportunities and/or relationships. While mutually benefiting students, young professionals, and CWRA professionals, this program aims to foster a larger professional water community.

This section outlines the National Mentorship Program and details how a chapter can be involved

Background

During the 2005 CWRA Annual Conference SYP leaders from across the country had an opportunity to meet and brainstorm with some of the National Executive and Board members of the organization. During that session members discussed future directions for the SYP within the CWRA and identified programs that the SYP committee would be interested in starting—a mentorship program was one of them. A mentorship program would help the CWRA SYP movement meet many of the strategic goals as established by the organization, including:

- Priority Goal 1: Improved communications among water resources professionals.
- Priority Goal 3: Increased profile for the organization
- Priority Goal 5: Effective management and development of the association

Structure of the Mentorship Program

The mentorship program consists of the following levels:

- a) Mentorship Committee
- b) National Program Coordinator

a) Mentorship Committee

The Mentorship Committee provides oversight to the mentorship program

Responsibilities of the:

- Provide a steering function for the national mentorship program.
- Be responsible for developing mentorship handbook and other resources.
- Support the Coordinator as needed.
- Be responsible for evaluation of the program.

b) National Program Coordinator

The National Coordinator manages the day to day activities of the program

Specific duties include:

- Report to the CWRA Board on the progress of the mentoring program.

- Provide a single point of contact for enquiries on the national mentorship program.
- Provide information on participation in the program when requested
- Promote mentorship program to CWRA branches.
- Promote mentorship program on a national level.
- Provide guidance and support to chapters.
- Be a member of the CWRA and mentorship committee, and take direction from the mentorship committee. Including participating in Mentorship Committee meetings
- Maintain a national database of mentors and mentees.
- Maintain the Mentorship Program webpage
- Seek to establish new mentorship relationships
- Support chapter efforts to build mentor and mentee members
- Communicate with active mentoring relationships to encourage their mentoring
- Solicit feedback from participants and incorporate feedback into mentoring program

Chapter Activities That Support the Mentorship Program

To grow the mentorship program in your chapter you can host a social event such as a pub night or wine and cheese reception. This is a great opportunity for potential mentors and mentees to network, meet each other, and learn about the mentorship program. Alternatively, consider organizing an event such as a field trip or a lecture series on topics where young professionals (and students) can gain knowledge for professional development while making the connections to the professional community, and possible mentors. During these events the contact information of those interested in participating in the program should be collected and submitted to the Mentorship Coordinator

Why Participants Will Want to Get Involved

Benefits for mentors

Mentors have a combination of knowledge and experience and can bring wisdom to the mentoring process. They are not necessarily senior executives but have clearly established themselves in their current roles and likely have a reputation for developing others. They have well-developed interpersonal skills and are continuous learners. A mentor will have the opportunity to:

- Share valuable knowledge gained as a result of experience, as well as professional contacts.
- Develop coaching, communication, and leadership skills, which are transferable to many social, academic, and professional situations.
- Gain personal satisfaction through contributing to the CWRA.
- Motivate and support a person to raise his or her level of attainment, self confidence, and fulfill potential.
- Help someone in her or his chosen field to put his or her skills and experience to work, as well as access employment and/or educational opportunities within their

- trained profession.
- Augment self-knowledge, opportunities, and reputation.
 - Increase succession planning initiatives through mentoring.
 - Rejuvenation of his or her career.

Benefits for Mentees

Mentees have the skills, knowledge, and aspiration to succeed in the workplace but need help getting their foot in the door. Mentees are willing to listen, learn, and share. Every mentoring relationship is different, but some aspects may be universal. Mentoring relationships help with:

- Understanding professional workplace culture.
- Identifying skills required by market demands.
- Providing advice on proceeding with accreditation if relevant.
- Improving professional knowledge and terminology.
- Mastering self-marketing techniques and confidence building.
- Selecting technical skills upgrading programs and resources.
- Locating publications and workshops on recent developments in your field.
- Gathering information on local industries and potential employers.
- Establishing professional networks.
- Identifying and seizing employment or job training placement opportunities.